



DDA 84-0046/5

10 February 1984

MEMORANDUM FOR: Acting Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 10 February 1984

1. Progress reports on tasks assigned by DCI/DDCI:

None.

2. Items/events of interest:

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b. We now have letter contracts with the three subcontractors involved in the MERCURY program, Computer Sciences Corporation, Rockwell International, and MA/COM-DCC; there is no longer a prime contractor. ✓ The Office of Communications is providing requisite oversight to these companies.

c. ODP personnel met with representatives from OS/ISSG and the National Security Agency (NSA) to discuss procedures for a security analysis of Automatic Information Management (AIM) by a special group of NSA personnel. NSA was given all documentation, a copy of the AIM source code, and instructions on how to install AIM on their computers. We are in the process of rewriting major portions of AIM for the SAFE project and hope to incorporate any security suggestions NSA might have.

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S E C R E T

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e. Add to the list of unusual places maintaining a file which includes classified CIA documents the Library of the University of North Carolina. At the request of NARS, a representative of the Classification Review Division (CRD) was asked to review two CIA documents from the "Ervin File" for declassification. The two documents were memoranda from former Directors Helms and Colby and concerned Watergate. [REDACTED]

✓ f. On 30 January 1984, representatives from the Office of Logistics and General Counsel met with officials from the Department of Transportation to discuss the issuance of an exemption enabling the Agency to contract with commercial carriers for transportation of certain hazardous cargoes. The Department of Transportation response was generally positive. The Agency representatives were asked to provide a draft of the exemption for study by the Department of Transportation. The draft is now being prepared.

✓ g. The Headquarters Engineering Branch, Real Estate and Construction Division, OL, has identified power locations for the hydraulic barricades which are to be installed on the Headquarters compound. On 9 February 1984, representatives of the Architectural Design Staff, Logistics Services Division, OL, and Delta Scientific Corporation will meet in this regard.

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j. The new Career Trainee recruitment ads were run 29 January in The Washington Post and 5 February in The New York Times and attracted considerable media attention. As a result, the Director of Personnel was interviewed by WJLA-TV (Channel 7) on CIA recruitment and employment opportunities. A number of other inquiries have been received from media representatives around the country. This heightened attention level should result in broader exposure for our recruitment program.

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✓ 1. The Office of Personnel has completed a Technical Separation Study which examined reasons that employees in certain technical positions were separating from the Agency. The study showed that the overall separation rate for these employees averages 4.3%--slightly lower than the 5.7% separation rate for all Agency professionals for the same period--FY 1983. Advancement and career change were the leading reasons for leaving; dissatisfaction with pay accounted for only a small percentage of those leaving for job-related reasons.

3. Significant activities anticipated during the coming week:

a. On Wednesday morning, 15 February, the DDA and representatives of the Offices of Personnel and Legislative Liaison will meet for a breakfast/discussions with Senator Ted Stevens' Civil Service Subcommittee Staff Director and his Chief Counsel concerning the supplemental retirement legislation that will be introduced in Congress next year.

b. On Wednesday afternoon, 15 February, the DDA, ADDA, and Special Support Assistant to the DDA will pay a courtesy call on Mr. Ronald I. Spiers, the new Under Secretary of State for Management.

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